

Constitution of the Biomedical Engineering Society Student Chapter at West Virginia University

ARTICLE I. NAME

The name of this organization shall be the Biomedical Engineering Society (BMES) Student Chapter at WVU.

ARTICLE II. PURPOSE

The purpose of this organization shall be to encourage the development, dissemination, integration, and utilization of knowledge in biomedical engineering. This organization shall foster the development of relationships among students with an interest in biomedical engineering and related biomedical sciences while allowing them to explore undergraduate, graduate, and professional opportunities with applications within the biotechnology and medical fields.

Section 1.

Introduce students to the profession of biomedical engineering.

Section 2.

Introduce students to the profession of biomedical engineering as it relates to other engineering disciplines and to the professional role of BMES.

Section 3.

Prepare students to enter into the profession of biomedical engineering.

Section 4.

Expand student knowledge of specific tools and techniques used in biomedical engineering and other related fields.

Section 5.

Develop leadership abilities and professional qualities among the student members.

Section 6.

Provide an environment for social interaction and exchange of ideas between all levels of undergraduate students, graduate students, and faculty.

Mailing Address:

BMES

8201 Corporate Drive, Suite 1125

Landover, MD 20785-2224

Phone: 301-549-1999

Tollfree: 877-871-BMES (2637)

Fax: 301-459-2444

ARTICLE III. MEMBERSHIP

Section 1. The voting membership of this organization shall be limited to dues-paying organization

members who are WVU students.

Section 2. This organization will not deny membership on the basis of race, sex, age, disability, veteran status, religion, sexual orientation, color, or national origin.

Section 3. Organization affiliated trips, conferences, officer positions, and special events deemed appropriate by the board will be limited to dues-paying members.

ARTICLE IV. OFFICERS

Section 1. The offices of this organization shall be President, Vice President, Secretary, Treasurer, Community Service and Outreach Chair, Fundraising Chair, Membership Chair, and Public Relations Chair.

Section 2. Duties of officers:

i.) President: The duties of the president shall be to preside over meetings, appoint and charge in decisions and open positions, and carry out all other activities pertaining to the office.

ii.) Vice President: The vice president shall serve in place of the president in his/her absence, help to oversee decisions of the president, and aid the president in administrative duties.

iii.) Secretary: The secretary shall be responsible for keeping records of the society and maintaining viable channels for communication for executives and members.

iv.) Treasurer: The treasurer shall be responsible for keeping all financial and budgetary records and collection of dues in the society and make these records available for review.

v.) Community Service and Outreach Chair: The community service and outreach chair shall be responsible for planning and carrying out events that promote community involvement and betterment, documenting and submitting student volunteering hours for planned events through both the society and the engineering college, and for overseeing the Community Service and Outreach Committee.

vi.) Fundraising Chair: The fundraising chair shall be responsible for raising funds and planning events to raise funds, overseeing the Fundraising Committee, and working in close contact with the treasurer to document and allocate funds appropriately.

vii.) Membership Chair: The membership chair shall be responsible for the overseeing attendance and involvement at meetings and events for members, facilitating events such as student organization fairs to promote new membership and membership involvement, and overseeing the Membership Committee.

viii.) Public Relations Chair: The public relations chair shall be responsible for the society's communication through networking and social communication mediums and oversee the Public Relations Committee.

Section 3. To hold an elected or appointed office in this organization, a member must be a paid member, and must be a full-time student during their entire term of office. Furthermore, the member may not be on academic or disciplinary probation and must have at least a 2.5 cumulative grade point average at the time of election or appointment.

Section 4. Elected and appointed officers may be removed from office by resignation or $\frac{3}{4}$ vote under extreme circumstances.

ARTICLE V. SPECIAL WVU REQUIREMENTS

This organization will adhere to the West Virginia University Conduct Code.

ARTICLE VI. MEETINGS

Section 1. Regular meetings of the organization shall be monthly.

Section 2. Special meetings may be called by President and Vice President with communication to officers and chairs in a timely notice.

Section 3. Quorum shall be constituted by a two-thirds vote.

ARTICLE VII. COMMITTEES

Section 1. Community Service and Outreach Committee: Assist the Community Service and Outreach Chair in his/her duties through involvement with events, planning, volunteer hours, and all other responsibilities of this chair, as designated by the committee chair.

Section 2. Fundraising Committee: Assist the Fundraising Chair in his/her duties through involvement with planning and facilitating fundraising events, as designated by the committee chair.

Section 3. Membership Committee: Assist the Membership Chair in his/her duties through involvement with organization of membership, documentation of membership and involvement of members, and participation with promoting new membership and membership involvement, as designated by the committee chair.

Section 4. Public Relations Committee: Assist the Public Relations Chair in his/her duties through involvement with media communications and social media updates, as designated by the committee chair.

Section 5. All committee members are to be due-paying WVU BMES student chapter members in good academic standing (2.5 grade point average on a 4.0 grading scale), appointed by the committee chair, and approved by the president. Responsibilities of the committee members will be delegated by the committee chair. Committee size, appointment, and/or removal is at the discretion of the committee chair with presidential approval.

ARTICLE VII. AMENDMENTS

Section 1. An amendment to the constitution shall be brought forth to the executive officers to be approved in a general meeting. It must be approved by a two-thirds vote of the present active members at one of the scheduled general meetings. The proposed amendment must be presented in writing and distributed to all members and advisors minimum one week prior to voting on the amendment.

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